



State of Louisiana Animal Welfare Commission

Office of the Governor

P. O. Box 60630, New Orleans, LA 70160

(504) 568-8315

Meeting Minutes

September 14, 2011

I. Call to order

Gary Balsamo called to order the regular meeting of the Louisiana Animal Welfare Commission at 1:00 PM on September 14, 2011, in the Galvez State Office Building, Baton Rouge, LA.

II. Roll call

The following members were present: Ms. Amy Burris (at-large), Ms. Mary Lee Oliphant-Wood (commercial breeder representative), Ms. Joelle Rupert (humane organization representative), Dr. Gary Balsamo (Governor's Office of Community Programs representative), Dr. Brian Melius (small animal practice), Mr. Hilton Cole (Animal control representative), Ms. Margaret George (humane organization representative), Mr. J.T. Lane (DHH representative), Lt. Paul Edmondson, Louisiana State Police Representative, Dr. A. Phillip Dupont (LVMA representative), and Ms. Susan Schneider (Louisiana Quarter Horse Association representative).

Absent were Mr. Pinckney Wood (humane organization representative) and Dr. Amy Grayson (LVMA representative).

The Louisiana Thoroughbred Breeders' Association slot remains vacant.

III. Approval of minutes from last meeting

The minutes from the last meeting were read. The minutes were then approved unanimously by vote of the Commission as read. Motion for approval was made by Ms. Amy Burris, seconded by Mr. Cole.

IV. Treasurer's report

The treasurer's report was presented by Ms. Mary Lee Oliphant Wood and was accepted by unanimous vote of the commission after a motion to do so by Ms. Burris, seconded by Mr. Cole. The treasurer's report consisted of an oral presentation with an accompanying check register (Appendix) showing that funds had been transferred into the LAWC account. A discussion took place and suggestions were made that the treasurer be given authority to purchase an accounting program such as *Quick Books*, *Quicken*, or *Business Pro*. The treasurer, Mr. Cole, and Amy Burris agreed to investigate the different programs and look into pricing.

IV. Open issues

(a) Ms. Amy Burris stated that problems were encountered with the commission's first choice of web developer, IAO. After a discussion the commission decided to reconsider one of the other finalists that the web site committee had suggested. Lt. Paul Edmondson moved that Accolades IT Consulting be awarded the contract to develop the website. Mr. Cole seconded the motion. The vote was 10 in favor of the motion, 0 opposed and 1 abstention.

(b) Discussion of the spay/neuter grant program was postponed until creation of the website. All advertisement and access to documents will be on the web.

(c) The law enforcement seminar is also delayed. A problem with communication with several groups resulted in a lack of progress by the chair in finalizing the date and cafeteria arrangements. The chair was informed by Lt. Edmondson that the contact person at the state police cafeteria was Ms. Sabrina Jones. Mr. Edmondson will work with the chair in finalizing the CE seminar for law enforcement.

(d) Creation of the pet registry was then brought up for discussion. It was noted that no further progress had occurred and, to the knowledge of the chair, Mr. Wood still had not consulted with the LVMA operatives that are charged with animal evacuation in case of an emergency, as requested by the commission. Dr. Brian Melius agreed that he would consult with Dr. Brian Ghery about a registry that was created for the southeast regional veterinary association and report back at a future meeting. It was suggested that the commission consider all possibilities for future consideration of the creation of the registry.

(e) A discussion of the Louisiana Animal Welfare Commission Auxiliary (LAWCA) ensued. Several members are uncomfortable with the commission's lack of oversight of the Auxiliary. Some members voiced displeasure that the LAWCA website leaves viewers with the impression that LAWCA is, in essence, the commission. Ms. Burris suggested that LAWCA demand that LAWCA cease to function until bylaws and governance can be clarified. Ms. Burris moved that LAWCA be discontinued immediately. The motion was seconded by Mr. Lane. The motion failed by a 7 to 4 vote. The chair suggested that the Mr. Wood be consulted and asked to re-work or further explain the regulation of the auxiliary by the commission. Perhaps new bylaws should be considered.

(f) The commission also discussed creation of a finance committee, however the membership decided that the body was small enough that the entire commission will continue to function as its own finance committee and should be involved in all fiscal matters.

V. New business

(a) A motion was made by Joelle Rupert and seconded by Margaret George, that the commission purchase a post office box in Baton Rouge. The P.O. Box should

be of sufficient size to accommodate large envelopes. The chair agreed to pursue purchase of the post office box. The motion passed unanimously.

(b) The chairman suggested that the commission create the office of secretary prior to the next elections. Ms. Mary Lee Oliphant Wood stated that perhaps the position of treasurer could be reclassified as secretary treasurer. Dr. Melius volunteered to act as the commission member that would gauge interest of the membership in seeking leadership positions. Dr. Melius agreed to report back to the chair at least two weeks prior to the elections so that a slate of candidates could be circulated to the commission.

VI. Adjournment

Ms. Rupert moved that the meeting be adjourned, seconded by Mr. Cole. After a vote by the Commission the meeting was adjourned at 3:00 PM.

Minutes submitted by: Gary Balsamo

Minutes are to be approved at the ensuing Commission meeting.

Appendix

Check Register

LAWC STATE TREASURY

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Date	Num	Transaction	Payment	C	Deposit	Balance
6/30/2011		Opening Balance cat: [LAWC STATE TREASURY]		R	90,130.40	90,130.40
7/13/2011		TRANSFER TO CAPITAL ONE ACCOUNT	52,450.00	R		37,680.40
9/12/2011		STATE INCOME TAX DONATIONS cat: STATE TREASURY DEPOSIT		R	22,091.20	59,771.60

LAWC CAPITAL ONE CHECKING

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9/14/2011

Date	Num	Transaction	Payment	C	Deposit	Balance
6/30/2011		Opening Balance cat: [LAWC CAPITAL ONE CHECKING]		R	90.00	90.00
7/13/2011		TRANSFER FROM STATE TREASURY cat: TRANSFER			52,450.00	52,540.00